
Advising/Pre-requisites

❖ How can I get information on the programs at the Medical Education Campus?

Attend the program Information Session. The Information Session will provide details about the pre-admission requirements and how and when to apply. Some programs have online Information Sessions that you can review at any time while other programs may require attendance at an in-person session. Information Sessions may be updated annually. A list of Information Sessions is available at www.nvcc.edu/medical/sessions.html.

You may also visit the Medical Education Campus Student Services Office located in Room 202 during open business hours. Advising staff can provide assistance with course selection, transcript evaluation, or questions about the programs and application process at the MEC.

❖ I already applied to NOVA so why can't I register now for a program at the MEC?

Medical education programs include student learning experiences called "clinicals" that are held at a local hospital, doctor's office, or other patient care facility. Due to the limited number of available clinical sites, each program can only accept a specific number of students each year and require a separate application process. There are pre-requisites that must be met to apply, and some programs are first-come/first-served while other programs are competitive. Interested students should attend the program Information Session to find out the required pre-requisites, competitive admission criteria, and how and when to apply.

❖ I took SDV 100 or another SDV course. Do I still have to take SDV 101 Intro to Healthcare?

No, you do not have to take SDV 101 if you have already completed another SDV equivalent.

❖ I have a previous associates/bachelors/master degree; do I need to take SDV 101 Intro to Healthcare?

The current policy, as outlined in the Credit for Prior Learning Manual, states that those, "who have graduated with an associate, baccalaureate or higher degree from a regionally accredited United States institution of higher education are considered to have fulfilled NOVA's SDV requirement."

"Associate" refers to associate of science degrees (AS). Associate of applied science degrees (AAS) do *not* waive the SDV requirement.

❖ **I have been to college but have not graduated; can I still have SDV waived?**

Yes, you can also satisfy the SDV 101 requirement via testing. The SDV ABLÉ exam is available to take at any campus. Passing the exam will exempt you from the SDV 101 requirement.

<http://www.nvcc.edu/academics/success-skills/exam.html>

❖ **I have a previous associates/bachelors/master degree; do I need to take ENG 111 College Composition?**

Yes, you must either take or transfer ENG 111 and have completed it with the required minimum grade. Some programs require a minimum grade of “B” to apply. Your degree will not waive the ENG 111 or grade requirement.

Refer to **Transfer Credit/Transcript Evaluation**

❖ **I have an associates/bachelors/master degree; do I really need to provide my high school transcript?**

Yes, if you are applying to **Dental Assisting** or **Nursing**, then you are required to provide a course-by-course high school transcript regardless of the level of education. Students that completed high school outside the United States must have their transcript evaluated course-by-course by an international evaluation agency before submitting it to NOVA.

Refer to **Transfer Credit/Transcript Evaluation**

❖ **Will my international medical degree waive the application requirements?**

International medical degrees, training and work experience do not exempt students from any application requirements. A course-by-course evaluation of your college or university transcripts by an international evaluation agency is required to determine if any program requirements have been met. Science courses must be within 10 years to be accepted.

Refer to **Transfer Credit/Transcript Evaluation**

Transfer Credit/Transcript Evaluation

❖ I have taken classes or earned a previous degree at another college/university. How can I get my transcript evaluated?

Submit official sealed transcripts from each school attended to a NOVA Student Services Center. If your college was outside of the United States, your transcripts must be evaluated course-by-course by an international evaluation service before requesting evaluation by NOVA. The college accepts international evaluations from:

International Education Research Foundation (IERF) www.ierf.org (HS and College)
Educational Credential Evaluators (ECE) www.ece.org (HS and College)
World Education Services (WES) www.wes.org (College Only)

- Submit your official transcript/international evaluation to Student Services
- Go to <https://dashboard.nvcc.edu/Default.aspx>
- Select Academic and Student Services
- Complete an online *Transfer Credit Evaluation Request* (form 125-049E)

Transcript evaluation may take 6-10 weeks so submit your transcripts and transcript request form as EARLY as possible.

For programs with minimum grade requirements, students must have the specified grade requirement to be eligible for application. Science courses must be within 10 years to be accepted.

Transfer Credit Evaluation Guides: <https://www.nvcc.edu/cro/transfercredit.html>

❖ I completed high school outside the United States and my program requires proof of high school. How can I get my transcript evaluated?

(Dental Assisting and Nursing only. All other programs do not require proof of high school.)

If your high school was outside of the United States, your transcript must be evaluated course-by-course by an international evaluation service before submitting it to NOVA. The college accepts international high school evaluations from:

International Education Research Foundation (IERF) www.ierf.org
Educational Credential Evaluators (ECE) www.ece.org

Note: Do not use World Education Services (WES) as they will not evaluate high school transcripts on a course-by-course basis.

- Submit your international evaluation to Student Services
- Go to <https://dashboard.nvcc.edu/Default.aspx>
- Select Academic and Student Services
- Complete an online *Transfer Credit Evaluation Request* (form 125-049E)

Transcript evaluation may take 6-10 weeks so submit your transcripts and transcript request form as EARLY as possible.

❖ **How do I check the status of my transcript evaluation?**

You can check the outcome of your transcript evaluation request by logging onto myNOVA and accessing your transfer credit report on the Student Information System (SIS).

myNOVA > SIS > Self Service > Transfer Credit > View Transfer Credit Report
myNOVA: <https://www.nvcc.edu/academic-tools/index.html>

Placement & TEAS Testing

❖ **I have a previous degree. Do I still have to take the Virginia Placement Test for English or Math?**

Having a previous degree does not automatically waive placement testing. You may request official transcript evaluation of any English or Math courses taken outside the college to see if they may waive placement testing.

Refer to **Transfer Credit/Transcript Evaluation**

❖ **I already took an English or Math course at another college. Do I still have to take the Virginia Placement Test for English or Math?**

Request official transcript evaluation to see if your previous course may waive placement testing.

Refer to **Transfer Credit/Transcript Evaluation**

❖ **What is the TEAS test and why do I have to take it?**

The Test for Essential Academic Skills (TEAS) is a timed, computer-based assessment used by schools nationwide to evaluate the academic preparedness of students seeking to gain admission to medical education programs. Healthcare training programs are very intensive and involve direct patient care in a hospital or other medical facility where mistakes could potentially be fatal. If your program requires the TEAS, you must complete it and meet any minimum score requirements to apply.

Applicants should note that many board registry exams are also timed, computer-based assessments completed after graduation to obtain certification or licensure. Individuals looking to be employed in healthcare will want to be familiar with timed, computer-based testing as this is frequently used to assess skills and knowledge.

TEAS Information: <https://www.nvcc.edu/medical/apply/mec-teas.pdf>

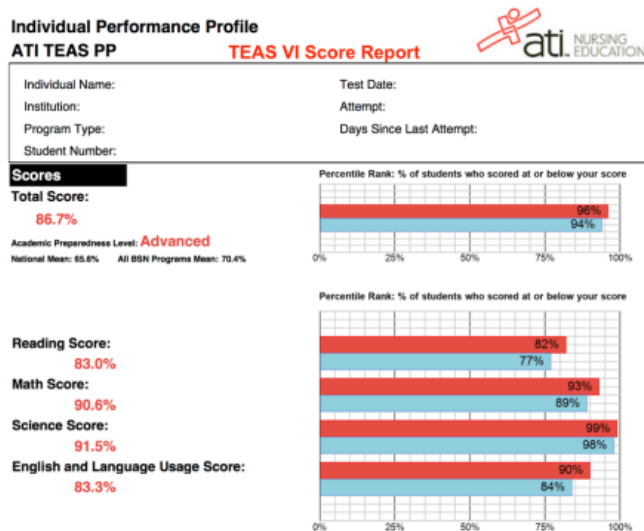
❖ How do I submit my TEAS scores?

TEAS scores must be attached to your online *Health Sciences & Nursing Application* at the time you apply for the program. If you forget to attach them, you may access your application via the **View Request** button at the bottom of the confirmation email to add attachments.

- To get your report, log into your account at <http://www.atitesting.com>
- Under the main menu, click on **My Results**
- Click on the exam attempt and then select **Download Report**

Note: **PTA applicants** should attach the full report to include the Anatomy & Physiology scores.

All other applicants - your report should look like this:



Application

❖ Do I have to get my physical or background check before I apply to the program?

Accepted applicants will receive instructions on how and when to obtain the physical and background check. They are not required to apply to the program.

❖ How competitive are the programs at the Medical Education Campus?

Each competitive admission program has its own criteria that is reviewed and determines how candidates are ranked. The applicant pool can be extremely different from year to year, and what is considered a competitive score one year can be less competitive the following year. It depends on the number of applications received, the number of students that can be accepted, and the quality of the applications received. It is simply not possible for programs to advise applicants on what the applicant pool will look like in a given application cycle. For the best chance of acceptance, applicants should focus on being as competitive as possible versus just meeting the minimum requirements to apply.

❖ I'm an international/out-of-state student. Can I apply to the MEC programs?

Any students who have met the required pre-requisites may apply to the programs, but international and out-of-state students should note the following priority admission policy:

“Due to limited laboratory, classroom and/or clinical space, certain Health Sciences and Nursing programs have restricted enrollment. As stated in the NOVA catalog, Health Sciences and Nursing students are accepted on either a competitive or a first-come/first-served basis with priority given to:

- 1) Legal residents domiciled in the cities and counties supporting the College
- 2) Other Virginia legal residents
- 3) Out-of-state applicants
- 4) International students requiring Form I-20

Category 1 may include areas in which clinical affiliates have contractual agreements with NOVA or students from other VCCS service areas whose community college does not offer the specific program.”

This policy is established by the *Virginia Community College System* and is specified in section 6.0.5 of the VCCS Policy Manual (Admission Priorities) which states:

“When enrollments must be limited for any curriculum, priority shall be given to all qualified applicants who are residents of the political subdivisions supporting the college and to Virginia residents not having access to a given program at their local community college, provided such students apply for admission to the program prior to registration or by a deadline established by the college. In addition, residents of localities with which the college has clinical-site or other agreements may receive equal consideration for admission.”

VCCS Policy Manual: <https://www.boarddocs.com/va/vccs/Board.nsf/Public>

❖ I missed the deadline to submit my application. Is there anything else I can be doing while I'm waiting to apply to the next session?

You may complete any of the general education courses within the program while you are waiting to apply. However, students planning to use financial aid should be aware that this may limit the amount of aid received during the program. You may also retake any pre-requisite courses to obtain a better grade to make yourself more competitive and increase your chance of being accepted to your desired program.

❖ What should I do if I am having problems with the online application?

Submit an email from your student email account to applymec@nvcc.edu. Include your name, ID number, program and screenshots of any error messages you are getting or a detailed description of the issue you are experiencing. Do not call or email the College Call Center or the program office to report a problem as they cannot assist with application issues. If you are facing a program deadline, note that your application may still be considered *only* if you follow procedure by sending an email to *ApplyMEC* by the deadline so your issue can be tracked and investigated.

❖ **I have a misdemeanor/felony conviction on my record. Can I complete the program?**

The Medical Education Campus Criminal Background Check Policy states:

*“An annual criminal background check and drug screen will be required as clinical affiliates mandate this requirement in affiliation agreements. Unresolved issues presented in the criminal background checks or drug screens will prevent clinical placement resulting in the student’s failure to meet program objectives. In addition to felony convictions (including barrier crimes outlined in the Code of Virginia), students will also be screened for misdemeanor drug and alcohol convictions. **An exception is made for a single alcohol related misdemeanor conviction more than seven years ago.**”*

Code of Virginia; barrier crimes: www.vdh.virginia.gov/content/uploads/sites/96/2016/07/Barrier-Crimes.pdf

The departments at the MEC can only advise applicants on what the criminal background check policy is for admission to our programs. This is the policy stated above established by our clinical affiliates.

The MEC has no ability or legal expertise to advise individuals with criminal convictions on whether a particular charge will ultimately bar them from obtaining certification or gaining employment. Each certification board and healthcare employer has their own regulations regarding criminal convictions. Applicants with criminal convictions or pending charges that have questions on how this may impact certification should refer to the licensing agency for the specific program.

Acceptance/Program

❖ **How will I know if I have been accepted to the program?**

The program office will notify applicants of their admission status. It is the responsibility of the applicant to respond by the deadline to officially accept any admission offers and to attend the mandatory program orientation. Students who do not respond by the provided deadline or who fail to show for the program orientation will be replaced with another applicant.

❖ **Can I work full-time and still attend the program?**

The programs at the MEC are intensive, and it is highly recommended that students work no more than 20 hours while attending the program. Any work schedules that students have must be arranged around the designated days and times for the lectures, labs, and clinical rotations for the program.

❖ **How much does the program cost?**

Current tuition costs for NOVA can be found at <http://www.nvcc.edu/tuition>. Students can use the current tuition rate and multiply this by the number of required credits for their desired program to find an *approximate* cost of the program. Program curriculums are available in the current college catalog at <http://www.nvcc.edu/curcatalog>. Tuition rates are subject to change. Additional fees are required for textbooks, uniforms and program patches, any required lab or clinical equipment, and any applicable licensure application or testing fees.

❖ **My program requires health insurance. Does NOVA offer student health insurance plans?**

NOVA does not offer student health insurance plans. Students are encouraged to visit www.healthcare.gov for health insurance options.

❖ **Will I be assigned an advisor who will help me once I get into my program?**

Students will be assigned a faculty advisor after being accepted to their program. Academic advisors are available in Student Services in Room 202 at the Medical Education Campus for students who need advising while completing the pre-requisites for their program.

Helpful Links

How to Apply: <https://www.nvcc.edu/medical/apply>

Information Sessions: <https://www.nvcc.edu/medical/infosessions>

Health Sciences Division: <https://www.nvcc.edu/academics/divisions/health-sciences>

Nursing Division: <https://www.nvcc.edu/academics/divisions/nursing>

MEC Hours & Information: <https://www.nvcc.edu/medical/info.html>

MEC Student Services: <https://www.nvcc.edu/medical/stuservices>

MEC Testing Center: <https://www.nvcc.edu/medical/testing>